

*Bldg + Grounds*

<b>TRANSMITTAL SLIP</b>		DATE 11 June 1963
TO: DD/S D/Logistics		
ROOM NO.	BUILDING	
REMARKS:		
<p>For appropriate action.</p> <p>h/w note by RBF to D/L:</p> <p>"Please prepare appropriate reply for DD/S signature.</p> <p>s/RBF"</p>		
FROM: [Redacted] Asst. to the DCI		
ROOM NO. 7 E 07	BUILDING Hqs	

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FORM NO. 241  
1 FEB 55

REPLACES FORM 36-8  
WHICH MAY BE USED.

GPO : 1957-O-439445

(47)

EA-DD/S:RBF:maq (12 June 63)

Distribution:

- Orig - D/L w/O of DD/S 63-2480 w/att
- ✓ 1 - DD/S Subject w/T of DD/S 63-2480 w/att
- 1 - DD/S Chrono

DD/S 63-2480: Ltr dtd 22 May 63 to Hon. John A. McCone fm Bernard L. Boutin re  
proposed revised exhibit 3a of appendix A, Title 1, Personal Property  
Management, Regulations of the General Services Administration

DDIS 63-2480

## GENERAL SERVICES ADMINISTRATION



Washington 25, D. C.

May 22, 1963

Honorable John A. McCone  
Director  
Central Intelligence Agency  
Washington 25, D. C.

Dear Mr McCone:

Attached for your review are copies of a proposed revised exhibit 3a of appendix A, Title 1, Personal Property Management, Regulations of the General Services Administration.

Exhibit 3a is revised to prescribe Standard Forms 97 and 97A, Certificate of Release of a Motor Vehicle, as a three-part carbon interleaved set instead of separate forms; to prescribe the distribution of each part; and to provide for the form to be signed in accordance with requirements established by the head of the agency selling the vehicle.

Your review of the attached document and advice of concurrence or recommendations for changes, within 60 days after date of this letter, will be appreciated.

Members of your staff may obtain information concerning the proposed document by communicating with Mr. F. R. Carter, General Services Administration, Transportation and Communications Service, Motor Equipment Management Division, General Services Building, Washington 25, D. C.; telephone Executive 3-4900 (Government dial code 183), extension 4761.

Sincerely yours,

BERNARD L. BOUTIN  
Administrator

Attachments